

Nailsea Shedders

New Members Induction

NSP017

Date

Name of member

Carried out by

		comments	complete
1	Welcome		
2	Layout of Building, fire exits, toilets, workshop,		
3	Location of fire bell and fire assembly point		
4	Outside areas		
5	Introduction to Trustees and management team		
6	UkeBox/ Music Group and Arts and Crafts		
7	Nomination of a 'Buddy' if required		
9	Health and Safety – risk assessments, location of PPE Use of power tools and hand tools		
10	Location of First Aid kit and eyewash		
11	Location and use of defibrillator		
12	Addition to email distribution lists – Gloria, Ervin		
13	So that we can better support your health, safety and wellbeing whilst at Sheddars, are there any health, or other issues you would like us to be aware of		
14	Members handbook		
15	Members Badge and Mizzymead membership		
16	Add to WhatsApp Groups (if agreed)		

Please go to Page 2

Please also bear in mind the following guidelines for Shedders members:

DO's

1. Understand that the two main aims of Shedders are to reduce social isolation and to contribute to the Green Agenda (by Re-using, Re-cycling, or Repairing)
2. Understand that we use a variety of ways to achieve our aims. These include creating a safe environment for people to meet, talk, enjoy camaraderie, etc. and take part in a variety of activities including repairs, musical instrument playing, etc.
3. Be aware and conversant with the key documentation held in the Members Handbook, related to the governance of Shedders.
4. Observe all instructions laid out in the Health, Safety and Risk Section to minimise risk to yourself, fellow Shedders, members of the public and the buildings we occupy.
5. Wear your Shedders name badge at all times and have your Mizzymeade membership card available for purchases at the bar.
6. Pay subs (currently £10.00 per month) in a timely manner.
7. Be aware that new members are allocated a "Buddy" to ensure that the new member is looked after and is effectively "acclimatised".
8. Be mindful that we are also members of Mizzymeade Recreation Centre and should abide by any rules in force. Our membership fees are paid for by Nailsea Shedders as part of our rental agreement.
9. Above all, enjoy your membership.

DON'Ts

10. Don't hesitate to ask your allocated Buddy or Trustee if you would like further info on something.